

# *Human Services Division Volunteer Opportunities*



## ***Job Description – (Candidates for 4th District Advisory Board )***

### **Examples of Responsibilities will Include:**

- Assisting with center planning.
- Serving as advocates for the residents in the assigned district.
- Working with center manager to solve specific community problems and establishing programs and projects.
- Aiding in fund-raising activities.
- Assuring accountability to constituents and other stakeholders.
- Other related functions as required and agreed upon.

### **Required Knowledge, Skills and Abilities:**

- Must live in the 4<sup>th</sup> District of Baltimore City.
- Must be able to attend meetings once a month.
- Ability to establish and maintain effective interpersonal relationships.
- Ability to communicate effectively.
- Ability to work independently and use sound judgment.

**\* \* \* Candidates will be screened and interviewed \* \* \***